Lausanne 2006 Triathlon Championnats du monde

ITU Elite & Age Group | Universitaire | Sapeurs-pompiers | Police

Manual

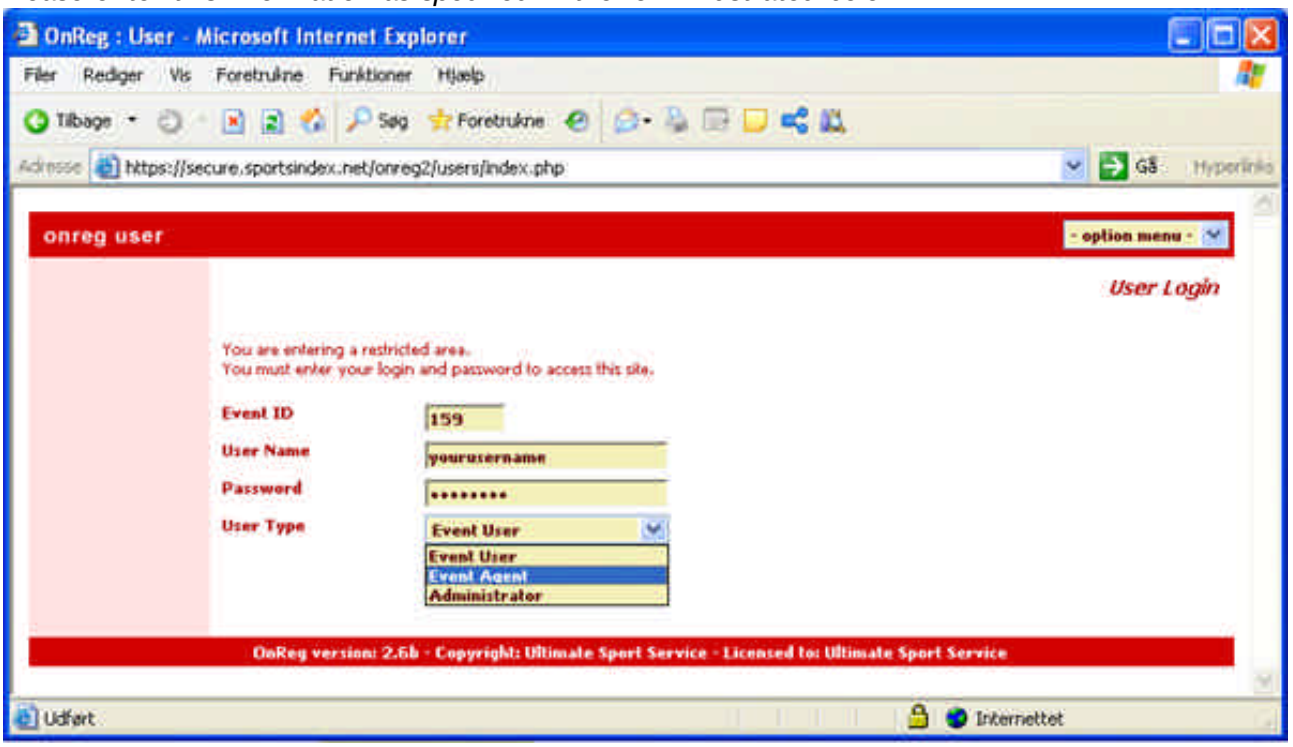
Entry Registration System

Lausanne 2006 ITU Triathlon World Championships

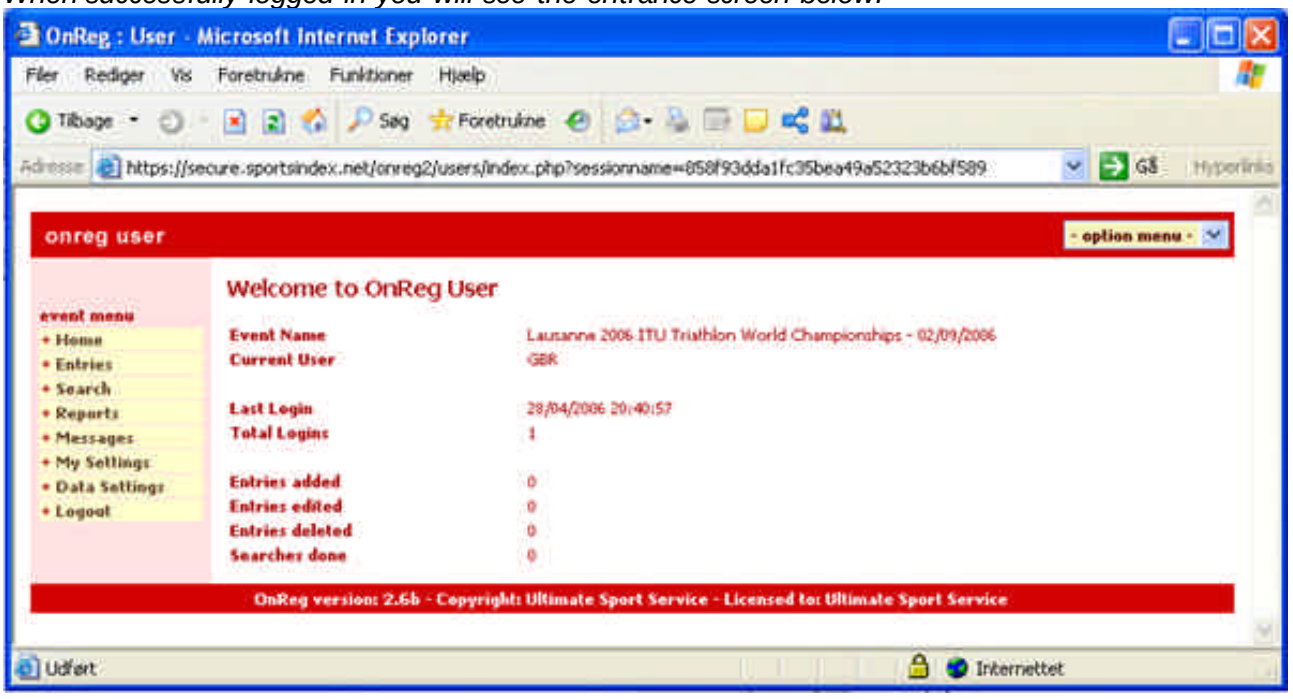
Login

To login to the entry registration system please enter **Event ID 159** followed by your user name and password that you have received from the Lausanna 2006 ITU Triathlon World Championships. If you have not yet received a user name and password, you must contact the event office to get this. In User Type you must select **Event Agent** followed by a click on login.

Please enter this information as specified in the form illustrated below.



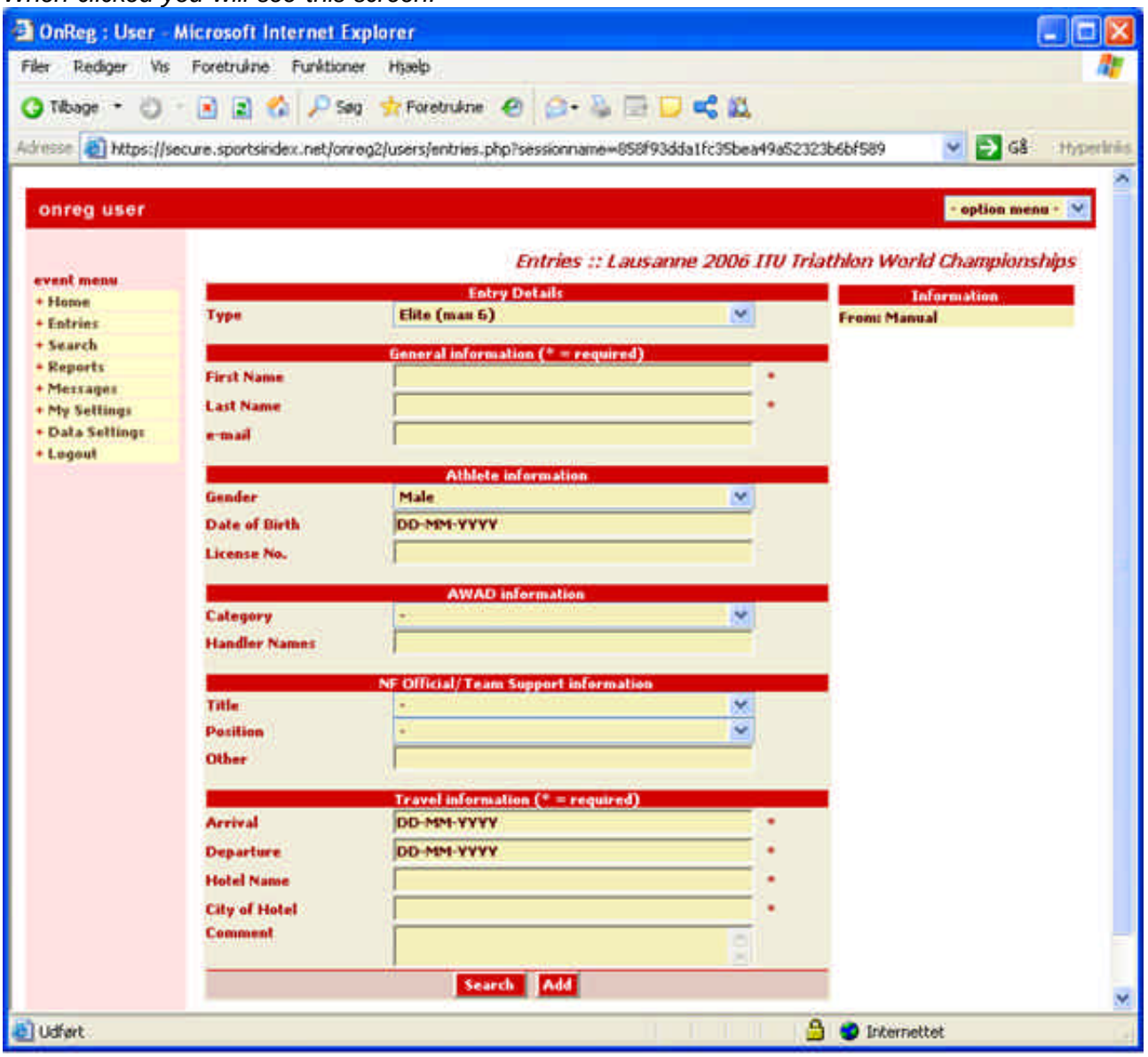
When successfully logged in you will see the entrance screen below.



Entering athletes, team officials etc.

To enter information in the entry registration systems please click on link **Entries** in the event menu on your left.

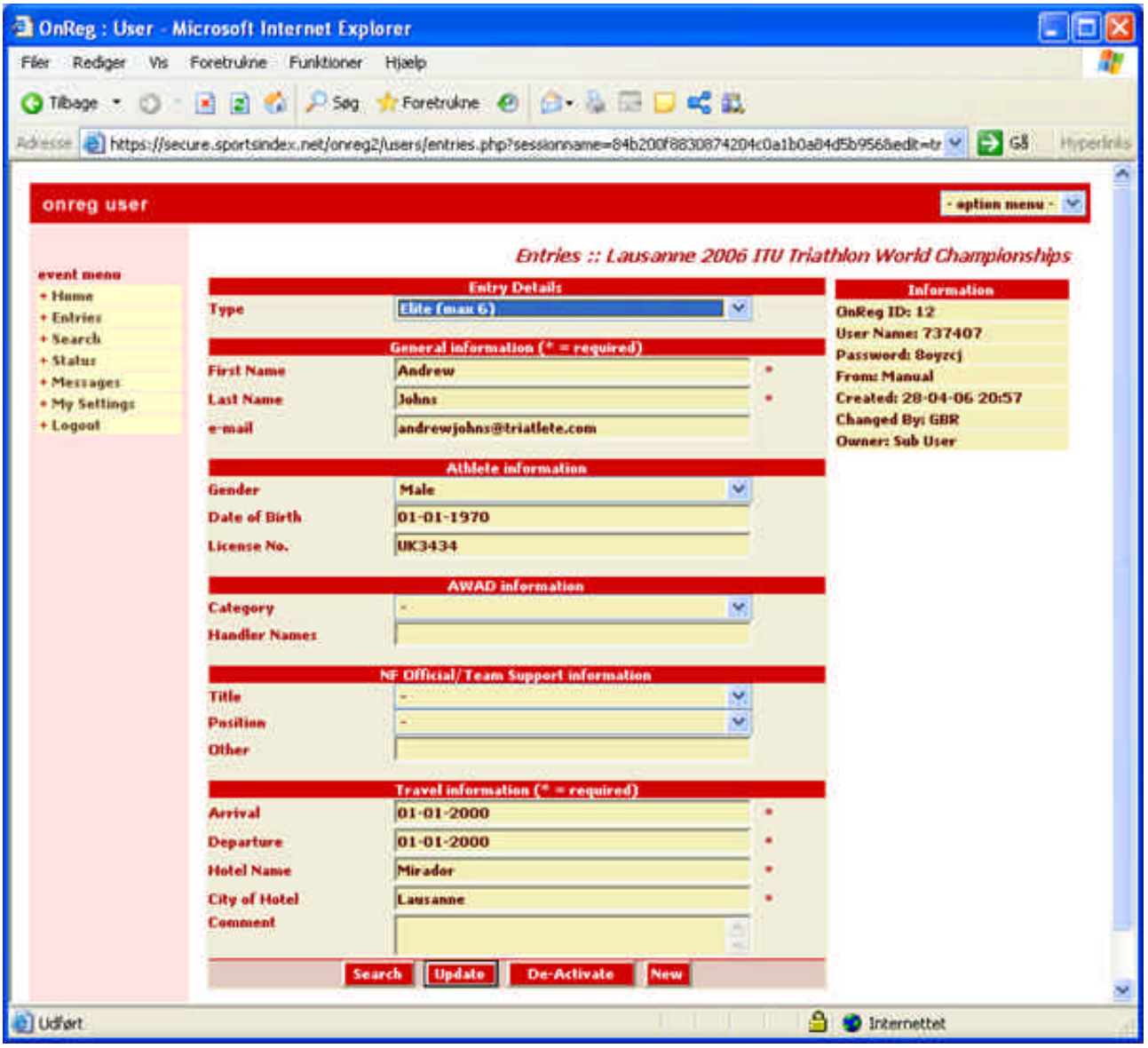
When clicked you will see this screen.



In this form you must enter the information for registering the following from your team:

- Elite Athletes
- U23 Athletes
- Junior Athletes
- Age Group Athletes
- AWAD Athletes
- NF Officiaь/Team Supports
- Referees

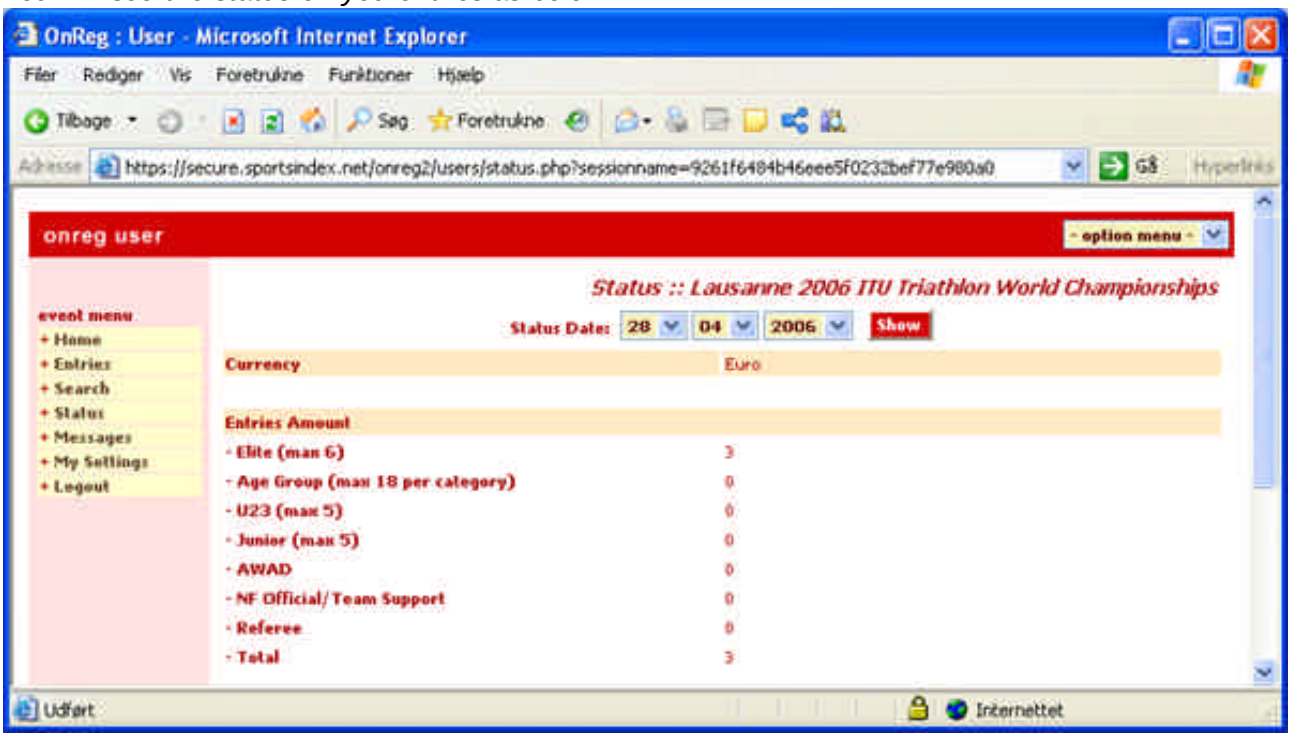
Make your selection on which type of person you want to enter in the system, and continue with the form. When you have completed the form, please click **Add** to add the person to the entry registration system. When added successfully you will see this on the following screen. Any information not accepted by the system, or missing information on the person will be indicated with a blue error, and a blue background in the fields that are filled in incorrect.



Status

At any time you can view how many persons you have submitted to the entry registration system. To view this you must click on the link **Status**, where you can also track how many you did already enter by certain dates.

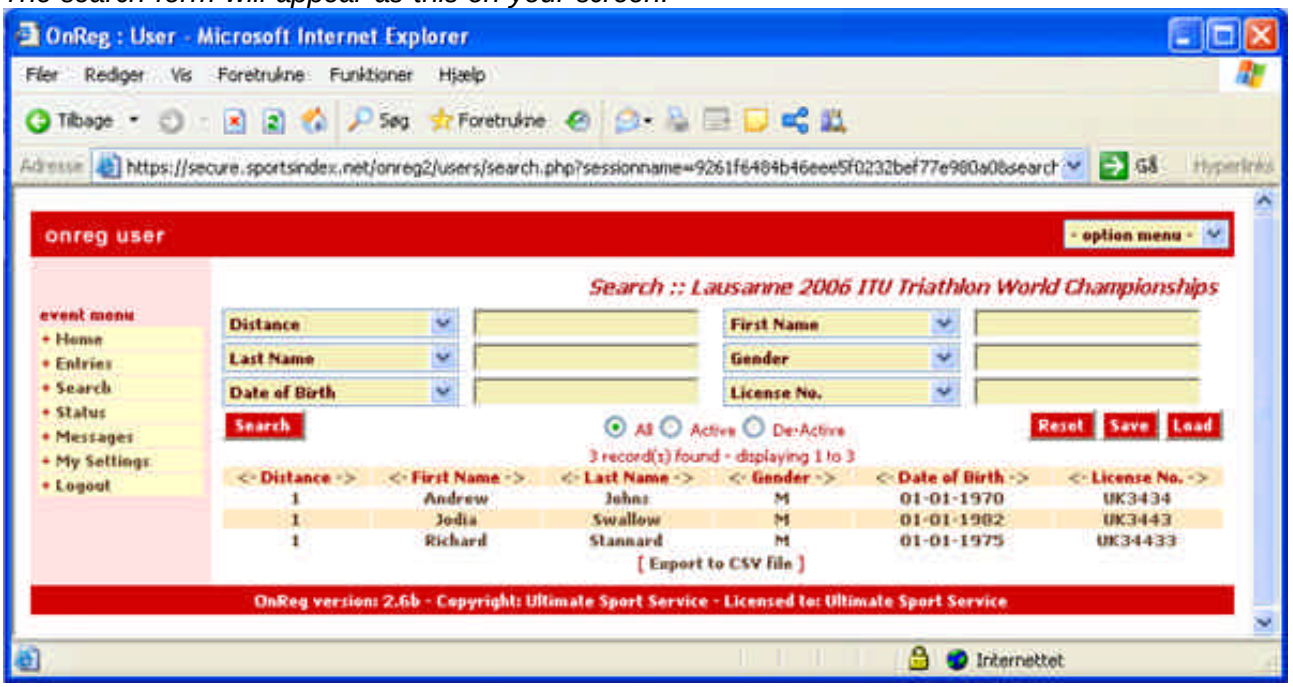
You will see the status on you entries as below.



Search persons

To find a person in the entry registration system you can at any time click on the link **Search**. The first time you login to the entry registration system you must select a default of max 6 search fields you want to search in and display on your screen as seen below. When having selected this please click save for the system to remember your selection for your next login.

The search form will appear as this on your screen.



If you want to edit the information that you have already entered you can click on a person listed in your search result set. Here you can edit the information in the same screen that you entered this in. If needed you can **De-Activate** a person if this must be taken out from the system. These can always be re-activated again if needed.

We recommend that you use the search screen on a frequent basis to keep track on your entered information. If needed this can be exported to a CSV, Excel compatible, text file that you can download by clicking on the **Export to CSV file** link.